

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Work Session
June 23, 2014
Council Chambers

1. Items for Discussion

- a. Christmas and Holiday Parade *(Tab 01)(15 min)*
- b. Water and Sewer Rate Study/URAC Update *(Tab 02)(90 min)*
- c. Mervin Jackson Park *(Tab 03)(20 min)*
- d. Legislative Wrap-up *(Tab 04)(20 min)*
- e. Potential Amendments to the Town Code *(Tab 05)(10 min)*

2. Additions to Future Council Meetings (Tab A)

3. Information Memorandums

- a. FEMA Updates *(Tab 06)*

4. Closed Session

- a. Personnel Matter *(10 min)*

5. Council Invitations

June 20-21 – Library Foundation Used Book Sale, Smart's Mill Middle School

June 21 – Acoustic on the Green, 7 p.m., Town Green

June 21-22 – NOVA Brewfest, Morven Park

June 21-22 – Ball's Bluff Battlefield Regional Park Living History Weekend

June 26 – Potomac Crossing Park Groundbreaking, 6 p.m., Shanks Evans Road

June 27 – Sycamore Hill Playground Ribbon Cutting, 7 p.m., 416 Lilac Terrace, N.E.

June 28 - Acoustic on the Green, 7 p.m., Town Green

June 29 – Bluemont Concert Series, 7 p.m., Courthouse Lawn

July 4 – Independence Day Parade, 10 a.m., line up at Ida Lee Park

July 4 – Independence Day Celebration, gates open at 6 p.m., Ida Lee Park

July 11 – First Friday (date change)

TOWN OF LEESBURG

Town Hall
25 West Market Street

AGENDA

Town Council Meeting

June 24, 2014

7:30 p.m.

Council Chambers

1. CALL TO ORDER
2. INVOCATION: Mayor Umstattd
3. SALUTE TO THE FLAG: Council Member Dunn
4. ROLL CALL
5. MINUTES (*Tab B*)
 - a. Work Session Minutes of June 9, 2014
 - b. Regular Session Minutes of June 10, 2014
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
 - a. None.
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Naming an Emergency Management Coordinator (*Tab 07*)

RESOLUTION

Consent to the Town Manager's Appointment of the Chief of Police as Coordinator of Emergency Services

- b. Water Treatment Plant Sludge Removal Services (*Tab 08*)

RESOLUTION

Awarding a Contract for Sludge Removal at the Water Treatment Facility to Enviro Organic Technologies

- c. Purchase of Traffic Counters (*Tab 09*)

MOTION

I move to authorize the requested \$25,000 from the Standing Residential Traffic Committee's FY 2014 Budget to purchase traffic counters as outlined in the letter from Liz Whiting, Chair, dated April 16, 2014.

10. PUBLIC HEARINGS

- a. TLZM-2013-0004, TLSE-2013-0010 Panera Bread (Tab 10)(20 min)

ORDINANCE

Approving TLZM 2013-0004 Panera Bread, a Concept Plan Amendment and Proffer Amendment to Allow Development of a Drive-In Facility at an Existing Restaurant at 215 Fort Evans Road

RESOLUTION

Approving TLSE 2013-0010, Panera Allowing a Drive-In Lane at an Existing Restaurant on Property at 215 Fort Evans Road, PIN #188-10-4168

- b. TLZM-2013-0003, Somerset Park (Tab 11)(20 min)

ORDINANCE

Approving TLZM 2013-0003 Somerset Park, a Concept Plan Amendment and Proffer Amendment to Allow Development of Two Multi-Family Structures (42 units total) in Place of a Neighborhood Retail Center at Tavistock Farms

- c. Amending the Town Code regarding Emergency Management and Emergency Services, Animals, and the Director of Finance and Administrative Services (Tab 12)(20 min)

ORDINANCE

To Amend Chapter 12 (Emergency Management and Emergency Services); Section 12-5 (Emergency Succession)

ORDINANCE

To Amend Chapter 4 (Animals), Article II (Dogs and Cats), Division 1 (Generally), Section 4-31 (Dogs Killing or Injuring Livestock or Poultry) and Section 4-32 (Compensation for Livestock and Poultry Killed by Dogs)

ORDINANCE

Amending the Town Code to Change the Title of the Director of Finance to the Director of Finance and Administrative Services

- d. Bond Sale (Tab 13)(20 min)

RESOLUTION

Authorizing the Issuance of General Obligation and Refunding Bonds, Series 2014

11. RESOLUTIONS AND MOTIONS

- a. Initiation of Town Code Amendments in response to Legislative Actions by the General Assembly (Tab 05)

ACTION – as directed from work session

12. ORDINANCES

- a. None.

13. UNFINISHED BUSINESS

- a. None.

14. NEW BUSINESS

- a. None.

15. COUNCIL COMMENTS

16. MAYOR'S COMMENTS

17. MANAGER'S COMMENTS

18. ADJOURNMENT

ASSISTED LISTENING SYSTEM

Is available at the meeting. If you require any type of reasonable accommodation, as a result of a physical, sensory, or mental disability, to participate in this meeting, please contact the Clerk of Council at 703-771-2733. Three day's notice is requested. Thank you.

REGULARLY SCHEDULED COUNCIL MEETINGS

Citizens are invited to attend and participate in Town Council meetings. The petitioner's portion of the meeting and scheduled public hearings offer the public two opportunities to present their views to the Council during its meeting.

Petitioners

The petitioners' portion of the Council agenda is the first item taken up by the Council following proclamations and certificates of appreciation. This part of the meeting affords individuals the opportunity to address the Council on any matter not scheduled for a public hearing. Prior to the meeting, those citizens wishing to speak should sign the Clerk's Register on the podium at the front of the Chambers. The Mayor will announce the availability of the sign-up sheet at the beginning of all regular meetings. Petitioners' presentations should be limited to five minutes.

Public Hearings

Certain items of Town business can only be conducted after the Town Council conducts an advertised public hearing. Certain major issues affecting the town's government can also be scheduled for public hearing at the option of the Council. Adoption of the town budget, rezonings, special exceptions and amendments to the Town's subdivision and zoning ordinances all require a public hearing.

Decorum

A person addressing the Council as a petitioner, or during a public hearing, should advance to the podium when recognized by the Mayor and state his or her name and address. Persons should also indicate whether they are representing anyone other than themselves. After the presentation or comments, the Mayor or members of Council may have questions of the petitioner. Decorum will be maintained. Statements, which are demeaning or defamatory to members of the public, the staff or the Council, are inappropriate and out of order.

OTHER COUNCIL MEETINGS

Work Sessions/Committee of the Whole

Council may elect to place an item on the Tuesday night meeting agenda for action. Items will only be added to the agenda if agreed to by a majority of Council present.

Closed Sessions

Under certain circumstances, the Virginia Freedom of Information Act permits the Town Council to meet in a session where the public is excluded. This may be a discussion of personnel matters, legal matters, the acquisition or sale of property and other selected topics. The Council can only go into closed session from a public session and the notice must cite the specific statutory authority to go into closed session and also indicate the general topic to be discussed. Only those matters in the adopted motion to go into closed session can be discussed at that time.

TOWN COUNCIL AGENDA MATERIALS

Generally, all items on the regular Council agenda have been first considered at the Council Committee of the Whole. Individual council members, however, can request full Council action on an item considered, but not reported out of committee.

Materials previously distributed to the Council on Thursday are available to citizens on request from the Clerk's Office. Citizens may also provide the Clerk of Council with an e-mail address or self-addressed, stamped envelopes and Council agendas will be provided to the citizens without further charge. For more information, call the Clerk's Office at (703) 771-2733 during normal business hours or e-mail at clerk@leesburgva.gov.

Meeting agenda packets are available for public inspection in the lobby of Town Hall on Thursdays prior to the scheduled meeting. Council agendas can also be viewed on the town's World Wide Web site at <http://www.leesburgva.gov>.